

A dynamic and visionary professional that exemplifies our core values of Teamwork, Integrity, Innovation and Professionalism is sought by the City of San Antonio for the position of:

Assistant Director-Transportation Transportation and Capital Improvements Department



The Position

Under general administrative direction the Assistant Director of Transportation for the Transportation and Capital Improvements Department will serve as the chief transportation planning officer for the City. This position manages the activities of City's transportation planning group and is responsible for the development and implementation of a strategic and comprehensive, long-term transportation plan for the City of San Antonio. The position coordinates assigned activities with other departmental divisions, City departments and outside agencies and provides highly responsible and complex administrative support to the City Manager's office. Exercises direct supervision over assigned staff.

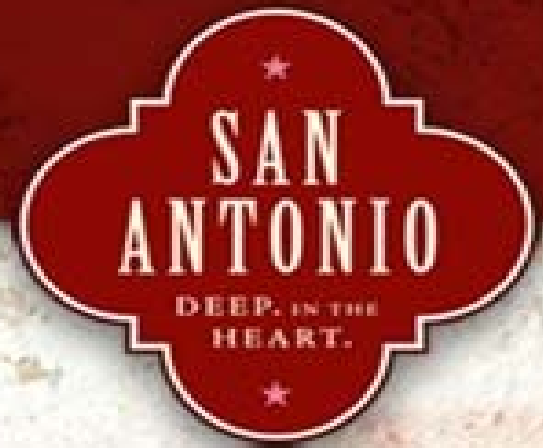
The Department

Recently, the Capital Improvement Management Services Department and Public Works Department for the City of San Antonio were combined to form the Transportation and Capital Improvements Department. This consolidation created an organizational structure with a heightened emphasis on street transportation and elevated transportation planning into a more proactive and strategic focus for the City. Additionally, the department will continue to address the basic infrastructure needs of rapidly growing City including streets, drainage and capital facility improvements.

Essential Job Functions

- Provides experience and direction in the areas of Traffic Planning and Mitigation, Traffic Engineering and Traffic Operations.
- Provides current and comprehensive multi-modal transportation plan to meet the anticipated growth needs of the City. This includes strategic planning for bicycles, pedestrians, downtown transportation, major thoroughfares, public transit, passenger rail and the Airport.
- Provides coordination between the long term multi modal transportation plan and the City's Comprehensive Plan update and implementation programs.
- Works closely with elected officials, City Manager's Office, other departments, community organizations and regional partners including Bexar County, TXDOT and VIA, to create, design and implement a comprehensive, long term transportation plan.
- Maximizes investments and seeks additional funding for community projects from local, state and federal resources.
- Evaluates and advises on State and Federal legislative proposals related to transportation.
- Serves as an official departmental representative to other City departments, the City Manager's office, elected officials, and outside agencies.
- Assists with the development and administration of the department budget.
- Prepares and presents staff reports and other necessary communications
- Provides leadership and supervision to assigned staff





Qualifications

The ideal candidate will have:

- 10 years of traffic planning, engineering and operations experience. 15 years strongly preferred.
- 5 years of supervisory experience.
- Bachelor's Degree in Planning or Engineering from an accredited college, university, or engineering school.
- Valid Class "C" Texas Driver's License
- Valid Professional Engineering License or professional planning certification

Knowledge, Skills and Abilities

- Knowledge of Traffic Planning, engineering and operations.
- Knowledge of principles and practices of comprehensive land use planning.
- Knowledge of Capital project funding including how to qualify for and acquire additional local, state and federal resources.
- Understanding of street design including traffic signals, lanes, striping and signal timing.
- Knowledge of all facets of multi-modal transportation including streets, pedestrians, bicycles, mass transit and passenger rail.
- Knowledge of organizational and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.
- Knowledge of principles of supervision, training, and performance evaluation.
- Knowledge of advanced principles and practices of municipal budget preparation and administration.
- Knowledge of pertinent Federal, State and local laws, ordinances, statutes and regulations.
- Ability to develop, implement and administer goals, objectives and procedures for providing effective and efficient services for the City.



The Community

Located in south central Texas approximately 140 miles north of the Gulf of Mexico, the City of San Antonio has a population of more than 1.32 million. The seat of Bexar County, San Antonio is the seventh largest city in the United States and the second largest city in Texas.

The City of San Antonio offers its residents one of the most attractive and affordable lifestyles in the United States. A plentiful supply of high-quality housing, and low utility rates to owners are among the substantial cost-of-living advantages of this culturally unique city.

The world famous River Walk is the single most visited site in all of Texas. The second most visited Texas site is the historic Alamo, only a short distance away from the River Walk.

Major theme parks include Sea World of Texas and Six Flags Fiesta Texas. San Antonio is rich in recreational and cultural opportunities and is home to the San Antonio Spurs, the four-time National Basketball Association Champions.

The City Government

The City of San Antonio has a Council/Manager form of government. Ten Council Members are elected from single-member geographic districts and the Mayor is elected at-large. The City Council appoints the City Manager, who appoints all officials in executive positions of the City, with the exception of the City Clerk, City Internal Auditor, Presiding Judge and Municipal Judges.

The Executive Team consists of 33 Department Directors, two Deputy City Managers, four Assistant City Managers, a Chief Financial Officer, and a Chief of Staff. There are over 11,000 City employees.

Compensation & Benefits

Offered salary will be dependent on the selected candidate's qualifications and education (DOQE). The City also offers an attractive benefits package including:

Retirement – City of San Antonio employees automatically become members of the Texas Municipal Retirement System on date of employment. Employee contribution is 6%, and the City contributes 2 times the employee contribution. Employees become 100% vested after 5 years of service.

Deferred Compensation – The City offers two voluntary Section 457 Deferred Compensation programs to employees. Deferred Compensation is a supplemental retirement savings program, which allows employees to contribute a portion of their salary before Federal taxes.

Health Care – The City offers three health care plan options consisting of three Preferred Provider Organization (PPO) medical plans. These plans offer employees a choice of deductible, co-insurance and co-payment levels.

Life Insurance – Basic term life insurance benefits are provided at no cost to City employees and are equivalent to one (1) times employee's annual salary.

Holidays – 13 Holidays

Executive Car Allowance – Executives receive a monthly car allowance of \$500.

Cell Phone Allowance – Executives receive a monthly cell phone allowance of \$70.

Leave/Vacation – City Employees receive Annual and Personal leave; accrual based on seniority. For example, an employee with ten years experience would receive 26 days of combined leave (Personal and Annual).

To Apply

If you are interested in this outstanding opportunity, please send cover letter, resumé, references and salary requirements to:

saexecsearch@sanantonio.gov

Position is open until filled. First review of resumes will be January 13, 2014.

Upon receipt, resumes will be screened in relation to the criteria outlined in this brochure. Candidates selected for interview will be contacted by the City of San Antonio's Executive Recruiter.

For additional information please contact:

Joel Jenks, Executive Recruiter
City of San Antonio
Human Resources Department
P.O. Box 839966
San Antonio, TX 78283
Phone: (210) 207-5173

Please note: Under the Texas Public Information Act, information from your resume may be subject to public disclosure.



The City of San Antonio is an Equal Opportunity Employer.